

Circumstances for IDP Declination

All USDA Employees must be provided with the opportunity to identify their developmental plans for the upcoming year and to discuss those plan with their supervisor. While it is recommended that all employees take advantage of this opportunity and record their plans in AgLearn, not all employees may wish to do so.

Circumstances for declining to create an online IDP should be one of the following:

- You have already submitted a paper IDP to your supervisor and have had that form approved.
- You have been offered the opportunity to create an online IDP, but you do not have any developmental goals for the upcoming year.

Because AgLearn is the official system of record of all training in USDA, it is critical that all IDP submissions be tracked in the system even though many of the plans were documented via a paper form. The following survey will provide you with the means to document your reason for declining an AgLearn IDP in the official system of record.

Please close this document window, and then complete the **IDP Declination for Current Year** survey to document your reason for declination. You will also be asked to confirm your understanding that the lack of an IDP does not preclude you from attending mandatory training or job-related, technical training when directed to do so.

The survey will appear in your list of Course Evaluations.